

TITLE 2

Government Organization

This title was last updated in September 2000.

TITLE 2

GOVERNMENT ORGANIZATION

Chapter: 2.02	Mayor, City Council, City Administrator, City Attorney, City Clerk, City Treasurer	Chapter: 2.19	Emergency Services Department
Chapter: 2.03	Voluntary Campaign Expenditure Ceiling	Chapter: 2.23	Finance Department
Chapter: 2.04	Council Meetings	Chapter: 2.25	Fire Department
Chapter: 2.05	Ordinance Committee	Chapter: 2.26	Waterfront Department
Chapter: 2.08	Boards and Commissions	Chapter: 2.28	Library Department
Chapter: 2.11	City Departments - General	Chapter: 2.30	Parks Department
Chapter: 2.12	Airport Department	Chapter: 2.31	Personnel Department
Chapter: 2.13	Community Development Department	Chapter: 2.33	Police Department
		Chapter: 2.39	Public Works Department
		Chapter: 2.40	Recreation Department

Chapter 2.02

MAYOR, CITY COUNCIL, CITY ADMINISTRATOR, CITY ATTORNEY, CITY CLERK, CITY TREASURER

Sections:

2.02.010	Mayor; Powers and Duties.	2.02.040	City Attorney; Powers and Duties.
2.02.020	City Council; Powers and Duties.	2.02.050	City Clerk; Powers and Duties.
2.02.030	City Administrator; Powers and Duties.	2.02.060	City Treasurer; Powers and Duties.

2.02.010 Mayor; Powers and Duties.

The powers and duties of the Mayor are those delineated in Section 504 of Article V of the City Charter and other powers and duties consistent with the office and prescribed by the City Charter or imposed by the City Council. (Ord. 3769 §5, 1975.)

2.02.020 City Council; Powers and Duties.

The powers and duties of the City Council are delineated in Section 505 of Article V of the City Charter except as otherwise provided in the Charter. (Ord. 3769 §5, 1975.)

2.02.030 City Administrator; Powers and Duties.

The powers and duties of the City Administrator are those delineated in Section 604 of Article VI of the City Charter, other duties prescribed by the Charter, and such other duties consistent with the Charter as may be required of him by the City Council. (Ord. 3769 §5, 1975.)

2.02.040 City Attorney; Powers and Duties.

The powers and duties of the City Attorney are those delineated in Section 703 of Article VII of the City Charter, other duties prescribed by the Charter, and such other legal functions and duties as are consistent with the Charter. (Ord. 3769 §5, 1975.)

2.02.050 City Clerk; Powers and Duties.

The powers and duties of the City Clerk are those delineated in Section 704 of Article VII of the City Charter, other duties prescribed by the Charter, and such other duties consistent with the Charter as may be required by ordinance or resolution of the City Council. (Ord. 3769 §5, 1975.)

2.02.060 City Treasurer; Powers and Duties.

The powers and duties of the City Treasurer are those delineated in Section 705 of Article VII of the City Charter, other duties prescribed by the Charter, and such other duties consistent with the Charter as may be required by ordinance or resolution of the City Council. (Ord. 3769 §5, 1975.)

Chapter 2.03

VOLUNTARY CAMPAIGN EXPENDITURE CEILING

Section:

**2.03.010 Election Campaigns, Voluntary
Expenditure Ceiling.**

2.03.010 Election Campaigns, Voluntary Expenditure Ceiling.

(a) Pursuant to Government Code Section 85400(c), a voluntary expenditure ceiling is established for each candidate for each election to City elective office in the amount of fifty thousand (\$50,000) dollars.

(b) Prior to accepting any contributions, each candidate for City elective office shall file with the City Clerk a statement of acceptance or rejection of the voluntary expenditure ceiling established herein.

(c) No candidate for City elective office who accepts the voluntary expenditure ceiling established herein and no controlled campaign committee of such a candidate shall make campaign expenditures in excess of the voluntary expenditure ceiling established herein.

(d) Each candidate who rejects the voluntary expenditure ceiling established by this Chapter shall be subject to the contribution limit set forth in Government Code Section 85301, as the same may be amended from time to time.

(e) Each candidate who accepts the voluntary expenditure ceiling established in this section shall be subject to the contribution limit set forth in Government Code Section 85402, and not the contribution limit set forth in Government Code Section 85301, as either section may be amended from time to time. In addition, as to each such candidate, the City Clerk shall provide notification to voters that the candidate has accepted the voluntary expenditure ceiling established herein, as required by Government Code Section 85602 and applicable regulations adopted pursuant to that Section.

(f) Except as provided herein, the provisions of the California Political Reform Act of 1974, the California Political Reform Act of 1996, Government Code Sections 81000, et seq., and applicable regulations adopted pursuant to such acts, as the same may be amended from time to time, shall govern the interpretation and application of this Chapter.

(g) The penalties and remedies for violations of this Section shall be those set forth in the provisions of the California Political Reform Act of 1974, the California Political Reform Act of 1996, Government Code Sections 81000, et seq., and applicable regulations adopted pursuant to such acts. (Ord. 5006, 1997.)

Chapter 2.04

COUNCIL MEETINGS

Sections:

2.04.010	Regular Meeting Schedule.	2.04.070	Procedure.
2.04.020	Adjourned Meetings.	2.04.080	Ordinances, Resolutions and
2.04.030	Special Meetings - Time - Mayor.		Contracts.
2.04.040	Rules of Debate.	2.04.090	Charter Amendments - Preparation
2.04.050	Addressing the Council.		- Submission to Council.
2.04.060	Decorum.		

2.04.010 Regular Meeting Schedule.

Regular meetings of the City Council shall be held in the Council Chambers in the City Hall on each Tuesday of each week at a time set by resolution. (Ord. 4972, 1996; Ord. 3596 §1, 1973; Ord. 3368 §1, 1969; Ord. 3298 §1, 1968; Ord. 2755 §1, 1960; prior Code §2.1.)

2.04.020 Adjourned Meetings.

Any regular Council meeting may be adjourned to any day between the regular meetings commencing at such time as may be ordered, and such adjourned meetings shall be deemed as a continuance of the last preceding regular meeting. (Ord. 3899, 1977; prior Code §2.2.)

2.04.030 Special Meetings - Time - Mayor.

Special meetings may be held on any day, commencing at any hour and shall be called by the Mayor or four (4) members of the Council in the following manner:

When called by the Mayor or by four (4) members of the Council, the Mayor or four (4) members of the Council shall, by a written notice, require the City Clerk to issue under his hand and seal a written notice of the time of holding such meeting. Such notice must contain the subject to be discussed or acted upon at the special meeting. Such notices shall be personally served by the Police Department upon the Mayor, City Attorney, and each member of the Council, or left at the residence or place of business of such person not less than five (5) hours before such special meeting. (Ord. 3891 §1, 1977; Ord. 3248 §2, 1967; prior Code §2.3.)

2.04.040 Rules of Debate.

(a) Getting the floor. Every Councilmember desiring to speak shall first address the chair, gain recognition by the presiding officer, and shall confine himself to the question under debate, avoiding personalities and indecorous language.

(b) Questions to staff. Every Councilmember desiring to question the City staff shall, after recognition by the presiding officer, address his questions to the City Administrator, the City Clerk or the City Attorney, who shall be entitled to either answer the inquiry himself or to designate a member of his staff for that purpose.

(c) Interruptions. A Councilmember, once recognized, shall not be interrupted when speaking unless called to order by the presiding officer, unless a point of order or personal privilege is raised by another Councilmember, or unless the speaker chooses to yield to a question by Councilmember. If a Council-member, while speaking, is called to order, he shall cease speaking until the question of order is determined and, if determined to be in order, he may proceed. Members of the City staff after recognition by the presiding officer shall hold the floor until completion of their remarks or until recognition is withdrawn by the presiding officer.

(d) Point of personal privilege. The right of a Councilmember to address the Council on a question of personal privilege shall be limited to cases in which his integrity, character or motives are questioned or where the welfare of the Council is concerned. A Councilmember raising a point of personal privilege may interrupt another Councilmember who has the floor only if the presiding officer recognizes the privilege.

(e) Privilege of closing debate. The Councilmember moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate.

(f) Limitation of debate. No Councilmember shall be allowed to speak more than once upon any particular subject until every other Councilmember desiring to do so shall have spoken. There shall be no debate or further discussion of the subject matter following order for roll call by the presiding officer.

(g) Remarks of Councilmember and synopsis of debate. A Councilmember may request through the presiding officer the privilege of having an abstract of his statement on any subject under consideration by the Council entered in the minutes. If the Council consents thereto, such statement shall be entered in the minutes.

(h) Except as provided by the City Charter, by ordinance, by other rules adopted by the Council or by applicable provisions of State law, the procedures of the Council shall be governed by Robert's Rules of Order, revised, Seventy-Fifth Anniversary Edition.

(i) Failure to observe rules of order. Rules adopted to expedite the transaction of the business of the Council in an orderly fashion are deemed to be procedural only and the failure to strictly observe such rules shall not affect the jurisdiction of the Council or invalidate any action taken at a meeting that is otherwise held in conformity with law. (Ord. 3363 §1, 1969.)

2.04.050 Addressing the Council.

(a) Manner of addressing the Council. Each person desiring to address the Council shall step up to the microphone in front of the rail, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons. All remarks shall be addressed to the Council as a whole and not to any member thereof. No question shall be asked a Councilmember or a member of the City staff without the permission of the presiding officer.

(b) Limitation of discussion. In order to expedite matters and to avoid repetitious presentations, it shall be proper for the presiding officer to limit the number of persons addressing the Council on a given subject, and to also establish reasonable time limits for presentations.

(c) After motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so from the presiding officer. (Ord. 3363 §2, 1969.)

2.04.060 Decorum.

(a) Councilmembers. While the Council is in session, the members must preserve order and decorum, and a member shall neither by conversation or otherwise delay or interrupt the proceedings or the peace of the Council nor disturb any member while speaking or refuse to obey the orders of the presiding officer. Members of the Council shall not leave their seats during a meeting without first obtaining the permission of the presiding officer.

(b) Persons addressing the Council. Any person making impertinent, slanderous, or profane remarks or who becomes boisterous while addressing the Council shall be called to order by the presiding officer and, if such conduct continues, may at the discretion of the presiding officer be ordered barred from further audience before the Council or excluded from the Chambers for the duration of that meeting.

(c) Members of the audience. Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the presiding officer, shall be, upon instructions from the presiding officer, removed from the Council Chambers by the sergeant-at-arms.

(d) Enforcement of decorum. The Chief of Police, or such member or members of the Police Department as he may designate, shall be sergeant-at-arms of the City Council and shall carry out all orders given by the presiding officer for the purpose of maintaining order and decorum at the Council meetings. Any Councilmember may move to require the presiding officer to enforce the rules and the affirmative vote of a majority of the Council shall require him to do so.

(e) Authorized persons within rail. No person except City officials, their representatives and news media representatives, shall be permitted within the rail in front of the Council Chambers, without the express consent of the Council. (Ord. 3363 §3, 1969.)

2.04.070 Procedure.

(a) Motions; second not required. A motion by any member of the Council, including the presiding officer, may be considered or discussed by the Council without receiving a second.

(b) Voting procedure. Any vote of the Council, including a roll call vote, may be registered by the members by answering "Yes" for an affirmative vote or "No" for a negative vote upon his name being called by the City Clerk.

(c) Disqualification for conflict of interest. Any Councilmember who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the presiding officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Councilmember affected, be decided by the other Councilmembers. A Councilmember who is disqualified by reason of a conflict of interest in any matter shall not remain in his seat during the debate and vote on such matter. A Councilmember stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

(d) Failure to vote. Every Councilmember should vote unless disqualified by reason of a conflict of interest. A Councilmember who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.

(e) Tie vote. Tie votes shall be lost motions.

(f) Changing vote. A member may change his vote only if he makes a timely request to do so immediately following the announcement of the vote by the City Clerk and prior to the time that the next item in the order of business is taken up.

(g) Reconsideration. A motion to reconsider any action taken by the Council may be made only at the meeting such action was taken or at the next regular meeting of the Council. It may be made either immediately during the same session, or at a recessed or adjourned session thereof. Such motion may be made only by one (1) of the Councilmembers who voted with the prevailing side. Nothing herein shall be construed to prevent any Councilmember from making or remaking the same or any other motion at a subsequent meeting of the Council. (Ord. 3363 §4, 1969.)

2.04.080 Ordinances, Resolutions and Contracts.

(a) All ordinances shall be prepared for presentation to the City Council pursuant to the provisions of this chapter. All ordinances shall be prepared by the City Attorney.

(b) All ordinances, resolutions, and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney and shall have been examined and approved for administration by the City Administrator, subject to any time limit imposed by this Code.

(c) At the time of introduction or adoption of an ordinance or a resolution, it shall be read in full, unless after the reading of the title thereof, the further reading thereof is waived by unanimous consent of the Councilmembers present. Such consent may be expressed by a statement by the presiding officer to the effect that if there is no objection, the further reading of the ordinance or resolution shall be waived. All emergency ordinances must be read in full. (Ord. 3533 §1, 1972; Ord. 3363 §5, 1969.)

2.04.090 Charter Amendments - Preparation - Submission to Council.

The Mayor or any member of the City Council may request the City Attorney to prepare a Charter amendment for submission to the vote of the electors. Such Charter amendment, when prepared by the City Attorney, shall be reviewed by the person or persons requesting the same, and shall thereupon be circulated to all members of the City Council, and shall not be introduced as a measure earlier than two (2) weeks following its submission to the City Council. (Ord. 3476 §1, 1971.)

Chapter 2.05

ORDINANCE COMMITTEE

Sections:

2.05.010	Ordinance Committee Established.	2.05.070	Reference to City Attorney for Drafting.
2.05.020	Appointment and Term of Office.	2.05.080	Reference to City Administrator and Further Action by Committee.
2.05.030	Function of the Committee.	2.05.090	Time Limit for Consideration by Committee.
2.05.040	Public Meetings.		
2.05.050	Exempt Ordinances.		
2.05.060	Presentation of Ordinance Concepts to Ordinance Committee.		

2.05.010 Ordinance Committee Established.

A standing Ordinance Committee composed of three (3) members of the City Council is established. (Ord. 3533 §2(part), 1972.)

2.05.020 Appointment and Term of Office.

The members of the Ordinance Committee shall be appointed by the City Council for such term and according to procedures provided, from time to time, by resolution of the City Council. The City Council shall designate one (1) of its members as the chairperson of said Committee. (Ord. 4888, 1994; Ord. 4044, 1980; Ord. 3964 §1, 1978; Ord. 3752, 1975; Ord. 3533 §2, 1972.)

2.05.030 Function of the Committee.

Subject to the provisions hereinafter set forth, the Ordinance Committee shall initiate the drafting of all ordinances adding, amending or repealing sections of the Municipal Code of the City. (Ord. 3533 §2(part), 1972.)

2.05.040 Public Meetings.

Meetings of the Ordinance Committee shall be noticed and publicly held. Nevertheless, as it is composed of less than a quorum of the City Council, that exemption from the above stated rule set forth in Government Code Section 54952.3 may be invoked by a majority vote of the Committee at any time. (Ord. 3533 §2(part), 1972.)

2.05.050 Exempt Ordinances.

The following categories of ordinances shall be exempt from the provisions of this chapter, and shall be introduced as ordered by the City Council without reference to the Ordinance Committee:

- (a) Ordinances calling or otherwise relating to an election;
- (b) Improvement proceeding ordinances adopted under some special law or procedural ordinance relating thereto;
- (c) Ordinances declaring the amount of money necessary to be raised by taxation, or fixing the rate of property taxation, or levying the annual tax upon property;
- (d) Emergency ordinances, as defined in the City Charter;
- (e) Ordinances approving the sale, transfer, disposition or encumbrance of City land subject to referendum;
- (f) Ordinances approving a contract or lease or extension thereof by which the City is bound for a longer period than five (5) years and subject to referendum;
- (g) Ordinances awarding a franchise;
- (h) Ordinances approving the City's budget;
- (i) Ordinances establishing position control or salary scales or amounts;
- (j) Any ordinance which, in the opinion of the City Attorney, is ministerial in nature and not involving substantive revision or establishment of City legislation. (Ord. 3533 §2(part), 1972.)

2.05.060 Presentation of Ordinance Concepts to Ordinance Committee.

The Ordinance Committee shall consider for introduction of an ordinance those matters referred to it by a City Council member, the City Attorney, the City Administrator, or by one (1) or more members of the Ordinance Committee. (Ord. 3752, 1975.)

2.05.070 Reference to City Attorney for Drafting.

After consideration of material presented in support of or in opposition to a proposed ordinance, at a public meeting subject to public notice requirements of Government Code Sections 54950, et seq., the Ordinance Committee may forward the material to the City Attorney with a request that the latter draft in due form an ordinance expressing the substance of the legislation desired by the proponent thereof, as modified during study by the Ordinance Committee. (Ord. 3533 §2(part), 1972.)

2.05.080 Reference to City Administrator and Further Action by Committee.

The City Attorney shall draft the proposed ordinance as requested by the Committee and send copies to the City Administrator and to the Committee. The City Administrator shall review the proposed ordinance, and prepare and forward to the Committee written comments thereon. Upon receipt from the City Administrator of such review and comment, or if not received within thirty (30) days from the date of referral, the Ordinance Committee shall by majority vote determine to submit the subject ordinance with or without revision to the City Council, or shall determine to table the ordinance without submission. If to be submitted, the ordinance shall be introduced by a member of the Ordinance Committee at the next regular meeting of the City Council feasible to allow such final redrafting by the City Attorney as may be required. (Ord. 3533 §2(part), 1972.)

2.05.090 Time Limit for Consideration by Committee.

After a matter has been pending with the Ordinance Committee for a period of thirty (30) days, a member of the Ordinance Committee or three (3) members of the City Council at a regularly scheduled Council meeting may request that the proposed ordinance be passed out of Committee and brought before the Council as a whole for introduction. In that event, the City Attorney shall prepare the proposed ordinance for introduction at the next regularly scheduled Council meeting. (Ord. 3752, 1975; Ord. 3533 §2(part), 1972.)

THIS PAGE INTENTIONALLY LEFT BLANK

Chapter 2.08

BOARDS AND COMMISSIONS

Sections:

2.08.010 Authority.

2.08.020 Enumeration and Index.

2.08.010 Authority.

Pursuant to the authority granted the City Council in Section 800, Article VIII of the Santa Barbara City Charter, the City Council has created additional boards and commissions as in the Council's judgment are required. (Ord. 3904 §13, 1977; Ord. 3768 §1, 1975.)

2.08.020 Enumeration and Index.

A. BOARD OF AIRPORT COMMISSIONERS: The appointment of members and their function is delineated in Chapter 18.44 of the Santa Barbara Municipal Code and Section 812 of Article VIII of the City Charter.

B. ARCHITECTURAL BOARD OF REVIEW: The appointment of members and their function is delineated in Chapter 22.68 of the Santa Barbara Municipal Code and Section 814 of Article VIII of the City Charter.

C. BOARD OF CIVIL SERVICE COMMISSIONERS: The appointment of members and their function is delineated in Section 808 of Article VIII of the City Charter.

D. BOARD OF HARBOR COMMISSIONERS: The appointment of members and their function is delineated in Section 811 of Article VIII of the City Charter and Chapter 17.06 of the Santa Barbara Municipal Code.

E. LIBRARY BOARD: The appointment of members and their function is delineated in Section 807 of Article VIII of the City Charter.

F. BOARD OF PARK COMMISSIONERS: The appointment of members and their function is delineated in Section 809 of Article VIII of the City Charter.

G. BOARD OF FIRE AND POLICE PENSION COMMISSIONERS: The appointment of members and their function is delineated in Section 815 of Article VIII of the City Charter.

H. PLANNING COMMISSION: The appointment of members and their function is delineated in Section 806 of Article VIII of the City Charter.

I. BOARD OF FIRE AND POLICE COMMISSIONERS: The appointment of members and their function is delineated in Section 816 of Article VIII of the City Charter.

J. RECREATION COMMISSION: The appointment of members and their function is delineated in Section 810 of Article VIII of the City Charter.

K. BOARD OF WATER COMMISSIONERS: The appointment of members and their function is delineated in Section 813 of Article VIII of the City Charter. (Ord. 4272, 1984; Ord. 3904, §13, 1977; Ord. 3768, §1, 1975.)

Chapter 2.11
CITY DEPARTMENTS - GENERAL

Section:
2.11.010 Authority.

2.11.010 Authority.

Pursuant to the authority conferred by Section 702 of Article VII of the City Charter, the City Council may authorize and create additional administrative departments, divisions, offices and agencies within City government. The administrative departments, divisions, offices and agencies created are subject to the powers granted the City Council by Section 702 of Article VII of the City Charter. (Ord. 3741, 1975.)

Chapter 2.12
AIRPORT DEPARTMENT

Sections:		
2.12.010 Created.	2.12.040 Function of Department.	
2.12.020 Organization of Department.	2.12.050 Absence or Disability of Director.	
2.12.030 Duties of Director.		

2.12.010 Created.

An Airport Department is hereby created which shall be under the direction of the Airport Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3919 §2, 1977.)

2.12.020 Organization of Department.

The Airport Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3919 §2, 1977.)

2.12.030 Duties of Director.

The Airport Director shall be responsible for the supervision and control of all personnel, materials, and equipment assigned to the Department and for the performance of the functions of the Department, subject to the supervision of the City Administrator. (Ord. 3919 §2, 1977.)

2.12.040 Function of Department.

The function of the Department is the administration of matters pertaining to the Airport and any other functions assigned by the City Administrator. (Ord. 3919 §2, 1977.)

2.12.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Airport Director, a member of the Airport Department designated by the City Administrator, shall perform the duties and exercise the powers of the Airport Director. (Ord. 3919 §2, 1977.)

Chapter 2.13

COMMUNITY DEVELOPMENT DEPARTMENT

Sections:

2.13.010	Created.	2.13.060	Designation of Chief of Building and Zoning.
2.13.020	Organization of Department.	2.13.070	Planning Commission - Compensation.
2.13.030	Duties of Director.		
2.13.040	Function of Department.		
2.13.050	Absence or Disability of Director.		

2.13.010 Created.

A Community Development Department is hereby created which shall be under the direction of the Community Development Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3749 §1, 1975.)

2.13.020 Organization of Department.

The Community Development Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3749 §1, 1975.)

2.13.030 Duties of Director.

The Community Development Director shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Community Development Department and for the performance of the functions of the Department subject to the supervision of the City Administrator. (Ord. 3749 §1, 1975.)

2.13.040 Function of Department.

The function of the Department is the administration of matters pertaining to land use, planning, building, zoning, the environment, housing and redevelopment for the City, and any other functions assigned by the City Administrator. (Ord. 3749 §1, 1975.)

2.13.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Community Development Director, a member of the Community Development Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Community Development Director. (Ord. 3749 §1, 1975.)

2.13.060 Designation of Chief of Building and Zoning.

The Community Development Director, subject to the approval of the City Administrator, shall designate himself or another person to act as the Chief of Building and Zoning and may authorize delegation in whole or in part the duties and responsibilities of that position. The Chief of Building and Zoning and his authorized designees shall act as the Building Official of the City, the Zoning Official or Zoning Administrator of the City and shall perform such other duties as assigned by the Director. Whenever in this Code the title of Director of Land Use Controls is used it shall mean the Chief of Building and Zoning. (Ord. 3939 §1, 1978.)

2.13.070 Planning Commission - Compensation.

Pursuant to Section 801 of the City Charter, a member of the Planning Commission may, upon the request of individual commissioners, receive compensation of \$50.00 for each meeting attended by that member including regular and special meetings. (Ord. 5160, 2000; Ord. 4602, 1989; Ord. 4470, 1987.)

Chapter 2.19

EMERGENCY SERVICES DEPARTMENT

Sections:

2.19.010 Created.

2.19.020 Organization of Department.

2.19.030 Duties of Director and Coordinator.

2.19.040 Function of Department.

2.19.010 Created.

An Emergency Services Department is hereby created which shall be under the direction of the Emergency Services Director, who shall be the City Administrator. (Ord. 3767, 1975.)

2.19.020 Organization of Department.

(a) The Emergency Services Director shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department.

(b) The Emergency Services Coordinator shall be responsible for day to day administration of the Department.

(c) The Emergency Services Council: the organization of the Council is delineated in Chapter 9.116 of Title 9 of the Santa Barbara Municipal Code. (Ord. 3767, 1975.)

2.19.030 Duties of Director and Coordinator.

The duties of the Director and Coordinator are delineated in Chapter 9.116 of Title 9 of the Santa Barbara Municipal Code. (Ord. 3767, 1975.)

2.19.040 Function of Department.

The function of the Emergency Services Department is delineated in Chapter 9.116 of Title 9 of the Santa Barbara Municipal Code. (Ord. 3767, 1975.)

Chapter 2.23

FINANCE DEPARTMENT

Sections:

2.23.010	Created.	2.23.040	Function of Department.
2.23.020	Organization of Department.	2.23.050	Absence or Disability of Director of Finance.
2.23.030	Duties of Director.		

2.23.010 Created.

A Finance Department is hereby created which shall be under the direction of the Director of Finance, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3755 §2, 1975.)

2.23.020 Organization of Department.

The Director of Finance, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3755 §2, 1975.)

2.23.030 Duties of Director.

The Director of Finance shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Finance Department and for the performance of the duties of the Director of the Department as delineated in Article 7, Section 706 of the City Charter, other duties prescribed by the Charter and such other duties consistent with the Charter. (Ord. 3755 §2, 1975.)

2.23.040 Function of Department.

The function of the Department is the administration of matters pertaining to accounting and reporting of fiscal affairs for the City in compliance with generally accepted municipal government accounting practices and procedures not inconsistent with the City Charter, and any other functions assigned by the City Administrator. (Ord. 3755 §2, 1975.)

2.23.050 Absence or Disability of Director of Finance.

In the case of the temporary absence or disability of the Director of Finance, a member of the Finance Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Director of Finance. (Ord. 3755 §2, 1975.)

Chapter 2.25

FIRE DEPARTMENT

Sections:

2.25.010	Created.	2.25.040	Function of Department.
2.25.020	Organization of Department.	2.25.050	Absence or Disability of Chief.
2.25.030	Duties of Chief.		

2.25.010 Created.

A Fire Department is hereby created which shall be under the direction of a Fire Chief, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3749, 1975.)

2.25.020 Organization of Department.

The Fire Chief, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3749, 1975.)

2.25.030 Duties of Chief.

The Fire Chief shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Fire Department and for the performance of the functions of the Department subject to the supervision of the City Administrator. (Ord. 3749, 1975.)

2.25.040 Function of Department.

The function of the Department is the administration of matters pertaining to fire protection for the City and any other functions assigned by the City Administrator. (Ord. 3749, 1975.)

2.25.050 Absence or Disability of Chief.

In the case of temporary absence or disability of the Fire Chief, a member of the Fire Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Fire Chief. (Ord. 3749, 1975.)

Chapter 2.26

WATERFRONT DEPARTMENT

Sections:

2.26.010 Created.

2.26.020 Organization of Department.

2.26.030 Duties of Waterfront Director.

2.26.040 Function of Department.

2.26.050 Absence or Disability of Waterfront Director.

2.26.010 Created.

A Waterfront Department is hereby created which shall be under the direction of the Waterfront Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 4272, 1984; Ord. 4074, 1980; Ord. 3919 §3, 1977.)

2.26.020 Organization of Department.

The Waterfront Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 4272, 1984; Ord. 4074, 1980; Ord. 3919 §3, 1977.)

2.26.030 Duties of Waterfront Director.

The Waterfront Director shall be responsible for the supervision and control of all personnel, materials, and equipment assigned to the Department and for the performance of the functions of the Department, subject to the supervision of the City Administrator. (Ord. 4272, 1984; Ord. 4074, 1980; Ord. 3919 §3, 1977.)

2.26.040 Function of Department.

The function of the Department is the administration of matters pertaining to the Harbor, Stearns Wharf and the Waterfront parking lots and any other functions assigned by the City Administrator. (Ord. 4272, 1984; Ord. 3919 §3, 1977.)

2.26.050 Absence or Disability of Waterfront Director.

In the case of the temporary absence or disability of the Waterfront Director, a member of the Waterfront Department designated by the City Administrator, shall perform the duties and exercise the powers of the Waterfront Director. (Ord. 4272, 1984; Ord. 4074, 1980; Ord. 3919 §3, 1977.)

Chapter 2.28

LIBRARY DEPARTMENT

Sections:

2.28.010	Created.	2.28.040	Function of Department.
2.28.020	Organization of Department.	2.28.050	Absence or Disability of Director.
2.28.030	Duties of Director.		

2.28.010 Created.

A Library Department is hereby created which shall be under the direction of the Library Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3919 §4, 1977.)

2.28.020 Organization of Department.

The Library Director, subject to the approval of the City Administrator shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3919 §4, 1977.)

2.28.030 Duties of Director.

The Library Director shall be responsible for the supervision and control of all personnel, materials, and equipment assigned to the Department and for the performance of the functions of the Department, subject to the supervision of the City Administrator. (Ord. 3919 §4, 1977.)

2.28.040 Function of Department.

The function of the Department is the administration of matters pertaining to the libraries, and any other functions assigned by the City Administrator. (Ord. 3919 §4, 1977.)

2.28.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Library Director, a member of the Library Department designated by the City Administrator, shall perform the duties and exercise the powers of the Library Director. (Ord. 3919 §4, 1977.)

Chapter 2.30

PARKS DEPARTMENT

Sections:

2.30.010 Created.

2.30.020 Organization of Department.

2.30.030 Duties of Director.

2.30.040 Function of Department.

2.30.050 Absence or Disability of Director.

2.30.010 Created.

A Parks Department is hereby created which shall be under the direction of the Parks Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3919 §5, 1977.)

2.30.020 Organization of Department.

The Parks Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3919 §5, 1977.)

2.30.030 Duties of Director.

The Parks Director shall be responsible for the supervision and control of all personnel, materials, and equipment assigned to the Department and for the performance of the functions of the department, subject to the supervision of the City Administrator. (Ord. 3919 §5, 1977.)

2.30.040 Function of Department.

The function of the Department is the administration of matters pertaining to parks, and any other functions assigned by the City Administrator. (Ord. 3919 §5, 1977.)

2.30.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Parks Director, a member of the Parks Department designated by the City Administrator, shall perform the duties and exercise the powers of the Parks Director. (Ord. 3919 §5, 1977.)

Chapter 2.31

PERSONNEL DEPARTMENT

Sections:

2.31.010	Created.	2.31.040	Function of Department.
2.31.020	Organization of Department.	2.31.050	Absence or Disability of Director.
2.31.030	Duties of Director.		

2.31.010 Created.

A Personnel Department is hereby created which shall be under the direction of the Personnel Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3755 §3, 1975.)

2.31.020 Organization of Department.

The Personnel Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the function of the Department. (Ord. 3755 §3, 1975.)

2.31.030 Duties of Director.

The Personnel Director shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Department and for the performance of the functions of the Department subject to the supervision of the City Administrator. (Ord. 3755 §3, 1975.)

2.31.040 Function of Department.

The function of the Department is the administration of matters pertaining to the Civil Service System; labor relations; safety and loss control; the Affirmative Action Program; general personnel practices other than those relating to officers and employees directly appointed by the City Council, or assistants, deputies and employees appointed by those officers and employees directly appointed by the City Council; and any other functions assigned by the City Administrator. (Ord. 3755 §3, 1975.)

2.31.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Personnel Director, a member of the Personnel Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Personnel Director. (Ord. 3755 §3, 1975.)

Chapter 2.33

POLICE DEPARTMENT

Sections:

2.33.010	Created.	2.33.040	Function of Department.
2.33.020	Organization of Department.	2.33.050	Absence or Disability of Chief.
2.33.030	Duties of Chief.		

2.33.010 Created.

A Police Department is hereby created which shall be under the direction of the Police Chief, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3767, 1975.)

2.33.020 Organization of Department.

The Police Chief, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3767, 1975.)

2.33.030 Duties of Chief.

The Police Chief shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Police Department and for the performance of the functions of the Department subject to the supervision of the City Administrator. (Ord. 3767, 1975.)

2.33.040 Function of Department.

The function of the Department is the administration of those police matters pertaining to public peace, safety and protection for the City. (Ord. 3767, 1975.)

2.33.050 Absence or Disability of Chief.

In the case of the temporary absence or disability of the Police Chief, a member of the Police Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Police Chief. (Ord. 3767, 1975.)

Chapter 2.39

PUBLIC WORKS DEPARTMENT

Sections:

2.39.010 Created.

2.39.020 Organization of Department.

2.39.030 Duties of Director.

2.39.040 Function of Department.

2.39.050 Absence or Disability of Director.

2.39.010 Created.

A Public Works Department is hereby created which shall be under the direction of the Public Works Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3749, 1975.)

2.39.020 Organization of Department.

The Public Works Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3749, 1975.)

2.39.030 Duties of Director.

The Public Works Director shall be responsible for the supervision and control of all personnel, materials and equipment assigned to the Public Works Department and for the performance of the functions of the Department subject to the supervision of the City Administrator. (Ord. 3749, 1975.)

2.39.040 Function of Department.

The function of the Public Works Department is the administration of the Water Department and matters pertaining to water resources, refuse collection, public streets and transportation, maintenance of City facilities, intra-city and engineering services, and any other functions assigned by the City Administrator. (Ord. 3749, 1975.)

2.39.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Public Works Director, a member of the Public Works Department, designated by the City Administrator, shall perform the duties and exercise the powers of the Public Works Director. (Ord. 3749, 1975.)

Chapter 2.40

RECREATION DEPARTMENT

Sections:

2.40.010 Created.

2.40.020 Organization of Department.

2.40.030 Duties of Director.

2.40.040 Function of Department.

2.40.050 Absence or Disability of Director.

2.40.010 Created.

A Recreation Department is hereby created which shall be under the direction of the Recreation Director, who shall be appointed by the City Administrator upon approval of the City Council. (Ord. 3919 §6, 1977.)

2.40.020 Organization of Department.

The Recreation Director, subject to the approval of the City Administrator, shall organize and maintain such divisions in the Department as necessary to economically and efficiently carry out the functions of the Department. (Ord. 3919 §6, 1977.)

2.40.030 Duties of Director.

The Recreation Director shall be responsible for the supervision and control of all personnel, materials, and equipment assigned to the Department and for the performance of the functions of the Department, subject to the supervision of the City Administrator. (Ord. 3919 §6, 1977.)

2.40.040 Function of Department.

The function of the Department is the administration of matters pertaining to recreation, and any other functions assigned by the City Administrator. (Ord. 3919 §6, 1977.)

2.40.050 Absence or Disability of Director.

In the case of the temporary absence or disability of the Recreation Director, a member of the Recreation Department designated by the City Administrator, shall perform the duties and exercise the powers of the Recreation Director. (Ord. 3919 §6, 1977.)

THIS PAGE INTENTIONALLY LEFT BLANK